

# Holland & Knight

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January 11, 2022

*Via Mail*

Judge Pamela K. Chen  
Courtroom: 4F  
Chambers: N 631  
225 Cadman Plaza East  
Brooklyn, New York 11201

Re: *Motion to Compel Arbitration Research*  
*Carlos Collazos v. Garda CL Atlantic, Inc.; 21-cv-02095-PKC-JRC*

Dear Judge Chen:

The undersigned represents Garda CL Atlantic, Inc. (“Garda”) in its Motion to Compel Arbitration of Individual Claims and Stay Litigation of Class Action Claims. On or about March 11, 2020, Plaintiff Carlos Collazos filed the above-referenced putative class action against Defendant Garda, which Garda removed to the Eastern District of New York on April 16, 2021. Defendant filed a motion for pre motion conference regarding a Motion to Compel Arbitration and Stay the Proceeding Pending Arbitration on September 15, 2021. At the pre motion conference, held on November 10, 2021, this court set a briefing schedule for the motion.

In support of its application, Garda has served the Plaintiff with the following documents:

1. Notice of Motion
2. Declaration of Loren L. Forrest Jr. with Exhibits
3. Memorandum of Law In Support of Motion to Compel Arbitration

Respectfully submitted,

HOLLAND & KNIGHT LLP



Loren L. Forrest Jr.

cc: All counsel of record via e-mail